

ARTICLE IX

CITY MANAGER

Section 1. Qualifications: The City Manager shall be employed by the governing body. He shall be selected solely on the basis of his executive and administrative qualifications with special reference to his actual experience in or his knowledge of accepted practice with respect to the duties of his office. At the time of his appointment he need not be a resident of the City or State but, during his tenure of office, he shall reside within the City. No member of the governing body shall, during the time for which he is elected or for two years thereafter, be chosen as City Manager.

Section 2. Compensation: The City Manager's salary shall be fixed by the governing body of the City.

Section 3. Term of Office: The City Manager shall be appointed for an indefinite term and may be removed at any time by a majority vote of the members of the City's governing body.

Section 4. Powers and Duties: The City Manager shall be the chief administrative officer of the City government. He shall be responsible to the governing body for the proper administration of all affairs of the City placed under his control by this Charter or by ordinance or resolution of the governing body and to that end he shall:

(a) Except for other officers appointed by the City Council under this Charter, and such other officers' employees, appoint and remove any officer or employee of the City. (Adopted by Charter Amendment, April 3, 1982)

(b) Prepare a budget annually, submit it to the governing body for approval, and be responsible for its administration following adoption;

(c) Keep the governing body advised of the financial condition, administrative activities and future needs of the City, and make such recommendations as may seem desirable;

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(d) Attend all meetings of the governing body with the right to take part in the discussion but having no vote; and

(e) Perform such other duties as may be prescribed by this Charter or required of him by the governing body, not inconsistent with the provisions of the Charter.

Section 5. Absence of City Manager : During the temporary absence or disability of the City Manager, he shall by letter filed with the City Secretary appoint a qualified administrative officer of the City to perform his duties during such absence or disability. In the event of the incapacity or failure of the City Manager to make such appointment, it may be made by the governing body. During any vacancy in the office of the City Manager, the governing body shall designate by letter filed with the City Secretary a qualified administrative officer of the City to serve as Acting City Manager during the existence of such vacancy.

Section 6. Governing Body's Relations with City Manager : The governing body and each of its members shall hold the City Manager responsible for the proper administration of all affairs of the City, but neither the governing body nor any board of Commission created by it, nor any members thereof, shall dictate the appointment of any person to or his removal from office or employment with the City, or in any manner interfere in the appointment of officers and employees in the departments of the administrative service vested in the City Manager by this Charter. Except for the purpose of inquiry, the governing body and its members shall deal with the administrative service solely through the City Manager, and neither the governing body nor any member thereof shall give orders to any subordinate of the City Manager either publicly or privately. (Adopted by Charter Amendment, April 5, 1960)